



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

November 28, 2005
CN #04-06

MEMORANDUM

To: Child and Adult Care Food Program (CACFP) Sponsors

From: Mary Szafranski, Deputy Associate Superintendent
Health and Nutrition Services

Melissa Conner, Director
Child and Adult Care Food Program

Subject: CACFP Application Approval for Fiscal Year 2006

Welcome to the Child and Adult Food Program Fiscal Year 2006! The CACFP team welcomes back all renewing sponsors and looks forward to working with you throughout this coming year. As all returning sponsors have experienced, there are many new, exciting changes happening with CACFP. Efforts continue to enact program enhancements and provide instructions that promote a quality program focusing on the nutrition and health of all participants.

Please remember that application and site approvals have been completed on-line. All updates to the submitted site and sponsor applications can now be made on-line, throughout the year when it is convenient for your organization. It is important to submit any application or site changes during the month you wish the change to become effective. Any application alterations will generate an email to your specialist. This will allow the specialist to view and process the submitted changes.

Included in your packet is a schedule for upcoming CACFP trainings. Please make sure new directors take advantage of the free trainings. This is the best way to maintain CACFP program integrity. Also enclosed are menus for those who might need ideas of incorporating quality, nutritious foods into current menus, thereby reducing high fat, high sugar, low nutrition items.

Additionally, you will find a revised Time Distribution Report. This alternate reporting tool explains the categories to assist the staff with hours worked that can be attributed to CACFP. If organizations wish create a different time reporting tool, it is necessary to submit the tool to your CACFP specialist for approval.

Coming Soon! CACFP staff continually design programs to assist CACFP participants with the promotion of health and nutrition standards. Please watch for available opportunities in upcoming memos and in Table Talk, the CACFP newsletter.

Please feel free to contact your specialist with any questions.

Kenny Barnes	602.364.1070	Dustin Melton	602.364.0141
Suzanne Callor	520.628.6775	Tracey Nissen	602.542.1550
Jennifer Leftwich	602.364.0161	Elsa Ramirez	520.628.6774
Mandy McNeely	602.542.1970	Marilyn Smith	602.542.8738
		Joe Steech	602.364.0455

In Accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.